

Tom Horne Superintendent of Public Instruction

September 15, 2005 CN-12-06

To: Food Service Directors

From: Carol Foxhoven

Financial Services Director Health & Nutrition Services

Subject: School Year 2005 - Food Services Annual Financial Report

This is a reminder that for all non-public schools the SY05 Child Nutrition Program Annual Financial Report (CNP AFR) is due October 1, 2005. The annual financial reports must be submitted via the Internet.

To obtain Common Logon access, please fill out CNP/Web Common Logon Security Agreement at: <a href="https://www.ade.az.gov/health-safety/cnp/financial/CNPWebCommonLogonSecurityAgreement.pdf">https://www.ade.az.gov/health-safety/cnp/financial/CNPWebCommonLogonSecurityAgreement.pdf</a>.

Training on the CNP AFR is offered from August to October. You may register online at: https://www.ade.az.gov/onlineregistration/.

If you are unable to attend one of the trainings, you may obtain a copy of the training manual at: <a href="https://www.ade.az.gov/health-safety/cnp/financial/AFRTraining Manual.pdf">https://www.ade.az.gov/health-safety/cnp/financial/AFRTraining Manual.pdf</a>.

If you need assistance with submitting the AFR Online, contact Mila Makal at (602) 542-8714.